Week 1 Project

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**Project Charter: Inputs**

**Project Statement of Work**

In the current economic climate, competition between companies is extremely fierce and successful this field requires real expertise. Businesses must strive to cut costs and streamline their existing processes to improve their results. The selected project is the introducing new cloth bags for shopping and the reason for choosing this project is simple

**Business need**

As we all know plastic is very harmful for our health and ecology so, we need to replace plastic bags with cloth bags.

**Relevance of project**

Because of our rash choice of plastic bags, the environment suffers. We are increasingly meeting these same packages flying in the courtyards of our houses, used packages cling to trees, clog down gutters, sewers, swim in ponds and float along rivers. There is no waste in nature: everything is born, dies, decays, and returns to the earth. Debris and packaging made of artificial materials gradually decompose too, but this happens very slowly. It's time for us to think about the right choice.

**Product scope description**

The object of this project is to introduce cloth bags and stop plastic bags. If cloth bags come with variety of designs and at cheap cost ,people will definitely encourage to buy them. Even woman can use them as tote bag or as a fashion.

**Strategic plan**

Our mission is to, “ introduce environment safe cloth bags at cheap price and to replace plastic bags with our beautiful cloth bags”.

**Development of operations.**

There are solutions to this, the most common of which is the implementation of various projects. Projects have become very common in the daily operations of companies and allow companies to develop their activities in the direction they want. A project always starts with a need and is created by the company's desire to enhance something specific area in action. This need will be developed into a project and carried out selecting the appropriate individuals to form the project team. The project team can become inside or outside the organization. Regardless, the project gives the customer to see their operations in a new way and to develop the company as a whole

**Business Case**

The main advantage of biodegradable bags is their quick decomposition. They can disintegrate in a few months, but they still leave behind microplastic, which does not decompose at all. A biodegradable bag essentially breaks up into small pieces of plastic. The smaller they are, the more they move in the environment and enter the food chain and our body. But there is a second type of biodegradable package: from corn and potato starch, soy or cellulose. Effectively they are used only in countries where composting is developed. Moreover, if such bags are recycled with plastic, they can spoil the whole batch with their organic composition. Another argument against them is a waste of resources. So, the corn from which the bags are made can be used as food, but as a result, whole crops turn into garbage. (Wagner, 2017).

Paper bags are not a panacea either. Besides the fact that they are not so convenient to use (easily get wet and dirty), they also occupy several times more space in landfills than polyethylene ones, and for their production trees are cut down and they use a lot of water. Therefore, paper bags should not be disposable either. Now the best option is cloth bags due because they are safe, cheap and environment friendly.

**Agreements**

For doing some agreements with super stores few emails required to do prior and after launching project.

**Project Charter**

Resources and Schedule In the first meeting between the project team and the client, information on available resources and a timetable for grouping it had to work. Without this information, the project team cannot function effectively and meaningfully.

**Assumptions and constraints** : it is assumed that due to cheap price and high motivation ( through awareness program). we will be trying to encourage people to replace plastic bags with cloth bags. Along with customers and general public , it is also important to talk with the managers of big stores to replace them plastic bags at cheap prices.

**High-level project description and boundaries:** This is simply a project of awareness in which it will be told people to use cloth bags instead of plastic or paper bags. This project is simply strict to bags only. No other item included in this project.

**High-level risks :** As the cause is social and environmental so there are not many high risks associated with this project. However, all the individual or companies associated with making or distributing plastic bags may be risk factor.

**Summary milestone schedule :** the proposed time for this project are next 6 months. **P**roject team set up its schedule so that it met once a week and to collect ideas that were formed as the project progressed. between slurries consisted of creating a project query, analyzing data from the queries, ringing, reviewing development, importing all data in written form, and return and presentation of work. Intermediate milestone schedules were always agreed upon when this issue was discussed, and the content of the next meeting was agreed upon. The group agreed on indoor to complete the project so that the report should be ready one week before work to the customer for possible errors. Generally, the progress of a project can be measured by comparing project plans values ​​to current values. However, some progress is not possible so you can only measure your progress in terms of capacity and hours worked. (Wells & Kloppenborg, 2015).

**Summary budget:** The cost of this project will not be too much. As this is a kind of awareness campaign so the entire project will be of small budget and cost effective.

**Stakeholder list:** The stake holder including the project team, customers, business associated with plastic bags manufacturing and distributing. People associated with making of cloth bags and storeowner/ managers, where people use bags to put things.

**Project team and their responsibilities**: Once the project team has a full understanding of the project goals and resources, it can be the project starts. During the project, it is the responsibility of the team to do the best possible work and use their skills. Regular communication with the customer is important because reporting on the progress of the project can help both parties that the project is progressing and that it is moving in the right direction.

References

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